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**Houma-Terrebonne Regional
Planning Commission**

**Annual Financial Report
As of and for the
Year Ended December 31, 2010**

Under provisions of state law, this report is a public document. A copy of the report has been submitted to the entity and other appropriate public officials. The report is available for public inspection at the Baton Rouge office of the Legislative Auditor and, where appropriate, at the office of the parish clerk of court.

Release Date 7/20/11

Under the provisions of state law, this report is a public document. A copy of this report has been submitted to the Governor, to the Attorney General, and to other public officials as required by state law. A copy of this report has been made available for public inspection at the Baton Rouge office of the Legislative Auditor and at the office of the parish clerk of court.

Houma-Terrebonne Regional Planning Commission
Terrebonne Parish Consolidated Government

Annual Financial Report
As of and for the Year Ended December 31, 2010

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**Martin
and
Pellegrin**

103 Ramey Road
Houma, Louisiana 70360

*Certified Public Accountants
(A Professional Corporation)*

Ph. (985) 851-3638
Fax (985) 851-3951

INDEPENDENT AUDITOR'S REPORT

To the Board of Commissioners
Houma-Terrebonne Regional Planning Commission
Terrebonne Parish Consolidated Government
Houma, Louisiana

We have audited the accompanying financial statements of the Houma-Terrebonne Regional Planning Commission (the Commission), a component unit of the Terrebonne Parish Consolidated Government, as of and for the year ended December 31, 2010, as listed in the table of contents. These financial statements are the responsibility of the Commission's management. Our responsibility is to express an opinion on these financial statements based on our audit.

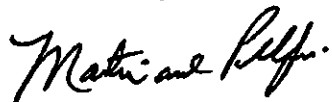
We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation. We believe that our audit provides a reasonable basis for our opinion.

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of the Houma-Terrebonne Regional Planning Commission as of December 31, 2010, and the change in its financial position for the year then ended in conformity with accounting principles generally accepted in the United States of America.

In accordance with *Government Auditing Standards*, we have also issued our report dated April 20, 2011, on our consideration of the Commission's internal control over financial reporting and our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing and not to provide an opinion on the internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* and should be considered in assessing the results of our audit.

To the Board of Commissioners
Houma-Terrebonne Regional Planning Commission
Terrebonne Parish Consolidated Government
Houma, Louisiana

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis on pages 3 through 6 and the budgetary comparison information on page 19 be presented to supplement the basic financial statements. Such information, although not part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.



April 20, 2011

MANAGEMENT'S DISCUSSION AND ANALYSIS

Houma –Terrebonne Regional Planning Commission
Terrebonne Parish Consolidated Government
Management's Discussion and Analysis
December 31, 2010

As management of the Houma-Terrebonne Regional Planning Commission (HTRPC), we offer readers of HTRPC's financial statements this narrative overview and analysis of the financial activities of HTRPC for the year ended December 31, 2010.

FINANCIAL HIGHLIGHTS

- Houma-Terrebonne Regional Planning Commission's assets exceeded its liabilities by \$127,731 (net assets) as of December 31, 2010.
- Expenditures exceeded revenues by \$10,785 during the year.

OVERVIEW OF THE FINANCIAL STATEMENTS

This discussion and analysis serves as an introduction to HTRPC's financial statements. The Houma-Terrebonne Regional Planning Commission's financial statements consist of following:

Statement of Net Assets. This statement combines and consolidates the governmental fund's current financial resources (short-term spendable resources) with capital assets and long-term obligations, regardless if they are currently available or not.

Statement of Activities. Consistent with the full accrual basis method of accounting, this statement accounts for the entity-wide current year revenues and expenses regardless of when cash is received or paid.

Balance Sheet – Governmental Fund. This statement presents the HTRPC's assets, liabilities, and fund balance for its general fund only.

Statement of Revenues, Expenditures, and Changes in Fund Balance – Governmental Fund Type – General Fund. Consistent with the modified accrual basis method of accounting, this statement accounts for current year revenues when received except when they are measurable and available. Expenditures are accounted for in the period that goods and services are used in the government's activities. In addition, capital asset purchases are expensed and not recorded as an asset. The statement also exhibits the relationship of revenues and expenditures with the change in net assets.

Notes to the Financial Statements. The accompanying notes provide additional information essential to a full understanding of the data provided in the basic financial statements.

Houma –Terrebonne Regional Planning Commission
Terrebonne Parish Consolidated Government
Management's Discussion and Analysis
December 31, 2010

BASIC FINANCIAL ANALYSIS

As noted earlier, net assets may serve over time as a useful indicator of an entity's financial position. In the case of HTRPC, assets exceeded liabilities by \$127,731 at the close of the most recent year, December 31, 2010. The largest portion of HTRPC's total assets is net fixed assets (58.1%).

HTRPC's Net Assets

	December 31,	
	2010	2009
ASSETS		
Cash	\$ 53,511	\$ 44,935
Receivables	375	700
Fixed assets	103,894	103,894
Accumulated depreciation	(29,218)	(10,255)
TOTAL ASSETS	\$ 128,562	\$ 139,274
LIABILITIES		
Accounts payable and accrued expenses	\$ 496	\$ 277
Due to primary government	335	481
Total liabilities	831	758
NET ASSETS		
Invested in capital assets	74,676	93,639
Unrestricted	53,055	44,877
Total net assets	127,731	138,516
TOTAL LIABILITIES AND NET ASSETS	\$ 128,562	\$ 139,274

- Accounts payable and accrued expenses accounted for 59.6% of the total liabilities of HTRPC for the most recent year ended.

Houma –Terrebonne Regional Planning Commission
Terrebonne Parish Consolidated Government
Management's Discussion and Analysis
December 31, 2010

During the year, HTRPC's net assets decreased by \$10,785. The elements of the decrease are as follows:

HTRPC's Changes in Net Assets

	For the Year Ended December 31,	
	2010	2009
REVENUES		
Charges for services	\$ 26,594	\$ 31,024
Interest earned	153	1,038
Total operating revenues	<u>26,747</u>	<u>32,062</u>
EXPENDITURES		
Office supplies	826	4,167
Meeting and public notices	4,020	4,161
Per diems	4,950	5,550
Postage	3,911	3,131
Other services and charges	4,862	7,767
Depreciation	<u>18,963</u>	<u>4,962</u>
Total operating expense	<u>37,532</u>	<u>29,738</u>
CHANGE IN NET ASSETS	<u><u>\$ (10,785)</u></u>	<u><u>\$ 2,324</u></u>

As indicated above, net assets decreased by \$10,785. The increase in the excess of expenditures over revenues from 2009 to 2010 is mainly attributed to the increase in depreciation expense.

CAPITAL ASSETS

As of December 31, 2010, the Commission had \$74,676 invested in capital assets.

	2010	2009
Fixed assets	\$ 103,894	\$ 103,894
Less accumulated depreciation	<u>(29,218)</u>	<u>(10,255)</u>
	<u><u>\$ 74,676</u></u>	<u><u>\$ 93,639</u></u>

Depreciation expense for the year is \$18,963. There were no capital asset additions or retirements during the year.

Houma –Terrebonne Regional Planning Commission
Terrebonne Parish Consolidated Government
Management's Discussion and Analysis
December 31, 2010

BUDGET

The Commission did not amend its budget during the fiscal year. The budget for revenues was \$31,400, and the budget for expenditures was \$30,850.

The Commission's actual revenues were less than the budgeted revenues by \$4,653, a variance of 14.8%. The Commission's actual expenditures were less than the budgeted expenditures by \$12,282, a variance of 39.8%.

REQUEST FOR INFORMATION

This financial report is designed to provide a general overview of HTRPC's finances for all those with such an interest. Call the HTRPC office (985-873-6446) attention Peggy Pitre, bookkeeper, if you should have any further questions concerning any of the information provided in this report or have a request for additional financial information.

FINANCIAL STATEMENTS SECTION

Houma-Terrebonne Regional Planning Commission
Terrebonne Parish Consolidated Government

Statement of Net Assets

December 31, 2010

	Government Activities
ASSETS	
Cash	\$ 53,511
Receivables	375
Fixed assets	103,894
Accumulated depreciation	<u>(29,218)</u>
TOTAL ASSETS	<u><u>\$ 128,562</u></u>
 LIABILITIES	
Accounts payable and accrued expenses	\$ 496
Due to primary government	<u>335</u>
 Total liabilities	<u>831</u>
 NET ASSETS	
Invested in capital assets	74,676
Unrestricted	<u>53,055</u>
 Total net assets	<u>127,731</u>
 TOTAL LIABILITIES AND NET ASSETS	<u><u>\$ 128,562</u></u>

The accompanying notes are an integral part of this statement.

Houma-Terrebonne Regional Planning Commission
Terrebonne Parish Consolidated Government

Statement of Activities

For the Year Ended December 31, 2010

	Government Activities
REVENUES	
Charges for services	\$ 26,594
Interest earned	<u>153</u>
TOTAL REVENUES	<u>26,747</u>
EXPENSES	
General government:	
Office supplies	826
Meeting and public notices	4,020
Per diems	4,950
Postage	3,911
Other services and charges	4,862
Depreciation	<u>18,963</u>
TOTAL EXPENSES	<u>37,532</u>
CHANGE IN NET ASSETS	(10,785)
NET ASSETS - Beginning	<u>138,516</u>
NET ASSETS - Ending	<u><u>\$ 127,731</u></u>

The accompanying notes are an integral part of this statement.

Houma-Terrebonne Regional Planning Commission
Terrebonne Parish Consolidated Government

Balance Sheet
Governmental Fund Type – General Fund

December 31, 2010

ASSETS

Cash	\$	53,511
Receivables		<u>375</u>

TOTAL ASSETS

\$	<u>53,886</u>
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LIABILITIES

Accounts payable and accrued expenses	\$	496
Due to primary government		<u>335</u>

Total liabilities

831

FUND BALANCE

Fund balance - Unreserved		<u>53,055</u>
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**TOTAL LIABILITIES AND
FUND BALANCE**

\$	<u>53,886</u>
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The accompanying notes are an integral part of this statement.

Houma-Terrebonne Regional Planning Commission
Terrebonne Parish Consolidated Government

Statement of Revenues, Expenditures,
and Changes in Fund Balance-
Governmental Fund Type-
General Fund

For the Year Ended December 31, 2010

REVENUES

Charges for services	\$ 26,594
Interest earned	<u>153</u>

TOTAL REVENUES	<u>26,747</u>
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EXPENDITURES

General government:

Office supplies	826
Meeting and public notices	4,020
Per diems	4,950
Postage	3,911
Other services and charges	<u>4,862</u>

TOTAL EXPENDITURES	<u>18,569</u>
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CHANGE IN FUND BALANCE	8,178
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FUND BALANCE - Beginning	<u>44,877</u>
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FUND BALANCE - Ending	<u><u>\$ 53,055</u></u>
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The accompanying notes are an integral part of this statement.

Houma-Terrebonne Regional Planning Commission

**Reconciliation of the Governmental Fund Balance Sheet
to the Statement of Net Assets
December 31, 2010**

Fund balance - governmental fund \$ 53,055

Amounts reported for governmental activities in the statement of
net assets are different because:

Capital assets of \$103,894, net of accumulated depreciation of
\$29,218, are not financial resources and, therefore, are not
reported in the governmental fund

74,676

Net assets of government activities

\$ 127,731

**Reconciliation of the Statement of Governmental Fund Revenues,
Expenditures and Changes in Fund Balance to the
Statement of Activities
For the Year Ended December 31, 2010**

Change in fund balance - governmental fund \$ 8,179

Amounts reported for governmental activities in the statement of
activities are different because:

Government fund reports capital outlays as expenditures
whereas in the statement of activities these costs are
depreciated over their estimated useful lives

Depreciation expense

(18,963)

Change in net assets of government activities

\$ (10,784)

The accompanying notes are an integral part of this statement.

Houma-Terrebonne Regional Planning Commission
Terrebonne Parish Consolidated Government

Notes to the Financial Statements
As of and for the Year Ended December 31, 2010

NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Because the Terrebonne Parish Consolidated Government appoints the governing board and thusly can impose its will, the Houma-Terrebonne Regional Planning Commission was determined to be a component unit of the Terrebonne Parish Consolidated Government, the governing body of the parish and the governmental body with financial accountability. The accompanying financial statements present information only on the funds maintained by the Commission and do not present information on the Consolidated Government, the general government services provided by that governmental unit, or the other governmental units that comprise the governmental reporting entity.

The accounting policies of the Commission conform to accounting principles generally accepted in the United States of America as applied to governmental units. The Governmental Accounting Standards Board (GASB) is the accepted standard setting body for establishing governmental accounting and financial reporting principles. The following is a summary of significant accounting policies:

A. REPORTING ENTITY

The Commission is a component unit of Terrebonne Parish Consolidated Government (the Parish) and as such, these financial statements will be included in the comprehensive annual financial report (CAFR) of the Parish for the year ended December 31, 2010. The Commission has reviewed all of its activities and determined that there are no potential component units that should be included in its financial statements.

B. BASIS OF PRESENTATION

The Commission's basic financial statements consist of the government-wide statements on all activities of the Commission and the governmental fund financial statements.

Government-wide Financial Statements:

The government-wide financial statements include the Statement of Net Assets and the Statement of Activities for all activities of the Commission. The government-wide presentation focuses primarily on the sustainability of the Commission as an entity and the change in aggregate financial position resulting from the activities of the fiscal period. Governmental activities generally are financed through charges for services.

Fund Financial Statements:

The fund financial statements are very similar to the traditional government fund statements as presented by governments prior to the issuance of Statement No. 34. The daily accounts

Houma-Terrebonne Regional Planning Commission
Terrebonne Parish Consolidated Government

Notes to the Financial Statements
As of and for the Year Ended December 31, 2010

NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Cont.)

and operations of the Commission continue to be organized on the basis of a fund and accounts groups, each of which is considered a separate accounting entity. The operations of the fund are accounted for with a separate set of self-balancing accounts that comprise its assets, liabilities, equity, revenues, and expenditures. Government resources are allocated to and accounted for in the fund based upon the purpose for which they are to be spent and the means by which spending activities are controlled. The following is the Governmental Fund of the Commission:

General Fund – The General Fund is the general operating fund of the Commission. It is used to account for all financial resources except those that are required to be accounted for in another fund.

C. MEASUREMENT FOCUS AND BASIS OF ACCOUNTING

Measurement focus is a term used to describe "which" transactions are recorded within the various financial statements. Basis of accounting refers to "when" transactions are recorded regardless of the measurement focus applied.

Government-wide Financial Statements:

The government-wide financial statements are reported using the economic resources measurement focus and the accrual basis of accounting. Revenues are recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of related cash flows.

Fund Financial Statements:

All governmental funds are accounted for using a current financial resources measurement focus. With this measurement focus, only current assets and current liabilities generally are included on the balance sheet. Operating statements of these funds present increases (revenues and other financing sources) and decreases (expenditures and other uses) in net current assets. Governmental funds are maintained on the modified accrual basis of accounting.

Governmental fund revenues resulting from exchange transactions are recognized in the fiscal year in which the exchange takes place and meets the government's availability criteria (susceptible to accrual). Available means that the resources will be collected within the current year or are expected to be collected soon enough thereafter to be used to pay liabilities of the current year. For this purpose, the Commission considers revenues to be available if they are collected within 60 days of the end of the current fiscal year. Charges for

Houma-Terrebonne Regional Planning Commission
Terrebonne Parish Consolidated Government

Notes to the Financial Statements
As of and for the Year Ended December 31, 2010

NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Cont.)

services are recorded when earned since they are measurable and available. Miscellaneous revenues are recorded as revenues when received in cash by the Commission because they are generally not measurable until actually received.

Expenditures are generally recognized under the modified accrual basis of accounting when the related fund liability is incurred. Allocations of cost such as depreciation are not recognized in the governmental funds.

D. USE OF ESTIMATES

The preparation of financial statements in conformity with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect certain reported amounts and disclosures. Accordingly, actual results could differ from those estimates.

E. OPERATING BUDGETARY DATA

As required by the Louisiana Revised Statutes 39:1303, the Board of Commissioners (the Board) adopted a budget for the Commission's General Fund. The Board, as allowed by state law, does not obtain public participation in the budget process. Any amendment involving the transfer of monies from one function to another or increases in expenditures must be approved by the Board. The Commission did not amend its budget during the year. All budgeted amounts which are not expended, or obligated through contracts, lapse at year-end.

The General Fund budget is adopted on a basis materially consistent with accounting principles generally accepted in the United States of America. The General Fund budget presentation is included in the basic financial statements.

F. ACCOUNTS RECEIVABLE

The financial statements for the Commission contain no allowance for uncollectible accounts. Uncollectible amounts are recognized as bad debts at the time information becomes available which would indicate the uncollectibility of the particular receivable. These amounts are not considered to be material in relation to the financial positions or operations of the funds.

Houma-Terrebonne Regional Planning Commission
Terrebonne Parish Consolidated Government

Notes to the Financial Statements
As of and for the Year Ended December 31, 2010

NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Cont.)

G. CAPITAL ASSETS

The accounting treatment over property, plant and equipment (capital assets) depends on whether the assets are reported in the government-wide or fund financial statements.

Government-wide Financial Statements:

In the government-wide financial statements, fixed assets are accounted for as capital assets. Capital assets purchased or acquired with an original cost of \$1,000 or more are valued at historical cost, or estimated historical cost if actual is unavailable, except for donated capital assets which are recorded at their estimated fair value at the date of donation. Additions, improvements, and other capital outlays that significantly extend the useful life of an asset are capitalized. Other costs incurred for repairs and maintenance are expensed as incurred.

Depreciation of all exhaustible capital assets is recorded as an expense in the Statement of Activities, with accumulated depreciation reflected in the Statement of Net Assets. Depreciation is provided over the assets' estimated useful lives using the straight-line method of depreciation. The range of estimated useful lives is 5 – 7 years.

Fund Financial Statements:

In the fund financial statements, capital assets used in governmental fund operations are accounted for as capital outlay expenditures of the governmental fund upon acquisition.

H. VACATION AND SICK LEAVE

The Commission has no full-time employees. There is no accumulated unpaid vacation and sick leave as of December 31, 2010.

I. FUND EQUITY

Government-wide Statements:

Equity is classified as net assets and displayed in three components:

- a. Invested in capital assets – Consists of capital assets including restricted capital assets, net of accumulated depreciation and reduced by the outstanding balances of any bonds, mortgages, notes, or other borrowings that are attributable to the acquisition, construction, or improvement of those assets.

Houma-Terrebonne Regional Planning Commission
Terrebonne Parish Consolidated Government

Notes to the Financial Statements
As of and for the Year Ended December 31, 2010

NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Cont.)

- b. Restricted net assets – Consists of net assets with constraints placed on the use either by (1) external groups such as creditors, grantors, contributions or laws or regulations of other governments; or (2) law through constitutional provisions or enabling legislation.
- c. Unrestricted net assets – All other net assets that do not meet the definition of "restricted" or "invested in capital assets, net of related debt."

When both restricted and unrestricted resources are available for use, it is the Commission's policy to use restricted resources first, then unrestricted resources as they are needed. As of December 31, 2010 and for the year then ended, the Commission did not have or receive restricted net assets.

Fund Financial Statements:

Governmental fund equity is classified as fund balance. Fund balance is further classified as reserved and unreserved, with unreserved further split between designated and undesignated.

NOTE 2 – DEPOSITS

Under state law, the Commission may deposit funds within a fiscal agent bank organized under the laws of the State of Louisiana, the laws of another state in the Union, or the laws of the United States.

State law requires that deposits of all political subdivisions be fully collateralized at all times. Acceptable collateralization includes FDIC insurance and the market value of securities purchased and pledged to the political subdivision. Obligations of the United States, the State of Louisiana, and certain political subdivisions are allowed as security for deposits. Obligations furnished as security must be held by the political subdivision or with an unaffiliated bank or trust company for the account of the political subdivision.

The year end balances of deposits are as follows:

	<u>Bank Balance</u>	<u>Reported Amount</u>
Cash and cash equivalents	\$ 53,557	\$ 53,511

Houma-Terrebonne Regional Planning Commission
Terrebonne Parish Consolidated Government

Notes to the Financial Statements
As of and for the Year Ended December 31, 2010

NOTE 2 – DEPOSITS (Cont.)

Custodial credit risk is the risk that in the event of a bank failure, the Commission's deposits may not be returned to it. The Commission has a written policy for custodial credit risk. As of December 31, 2010, none of the Commission's bank balance of \$53,557 was exposed to credit risk as the balance was fully covered by deposit insurance.

NOTE 3 – CHANGES IN CAPITAL ASSETS

Capital assets are valued at historical cost. Depreciation of all capital assets is calculated over the estimated useful lives using the straight-line method (5 - 7 years). Capital asset activity for the year ended December 31, 2010 was as follows:

	January 1, 2010	Additions	Deletions	December 31, 2010
Fixed assets	\$ 103,894	\$ -	\$ -	\$ 103,894
Accumulated depreciation	(10,255)	(18,963)	-	(29,218)
Total capital assets, net	<u>\$ 93,639</u>	<u>\$ (18,963)</u>	<u>\$ -</u>	<u>\$ 74,676</u>

NOTE 4 – COMPENSATION OF BOARD MEMBERS

The following amounts were paid to commission members for the year ended December 31, 2010:

Commissioner	Total
Daniel Babin	\$ 600
Alex Ostheimer	600
Richard Elfert	600
James Erny	600
Marsha Williams	550
Arnold Cloutier	550
Keith Kurtz	500
Beryl Amedee	500
John Navy	450
	<u>\$ 4,950</u>

Houma-Terrebonne Regional Planning Commission
Terrebonne Parish Consolidated Government

Notes to the Financial Statements
As of and for the Year Ended December 31, 2010

NOTE 5 – IN-KIND SERVICES

The Terrebonne Parish Consolidated Government provided clerical, accounting, legal, administrative, and engineering services at no charge to the Commission during the year ended December 31, 2010.

NOTE 6 – TRANSACTION WITH THE PRIMARY GOVERNMENT

During the year ended December 31, 2010, the Commission did not assist Terrebonne Parish Consolidated with the funding of any projects. The only transactions the Commission and Terrebonne Parish Consolidated were involved with were standard recurring transactions.

NOTE 7 – LITIGATION

The Commission was involved in a legal action and claim arising in the normal course of operations. The Commission's attorney vigorously and successfully contested the litigation resulting in no damages to the Commission.

NOTE 8 – POST-EMPLOYMENT BENEFITS

The Commission does not offer post-retirement benefits to its Commissioners.

NOTE 9 – SUBSEQUENT EVENTS

Subsequent events were evaluated through April 20, 2011, which is the date the financial statements were available to be issued.

REQUIRED SUPPLEMENTARY INFORMATION

**Houma-Terrebonne Regional Planning Commission
Terrebonne Parish Consolidated Government**

**Budgetary Comparison Schedule
Year Ended December 31, 2010**

	<u>Budgeted Amounts</u>		<u>Actual</u>	<u>Variance</u>
	<u>Original</u>	<u>Final</u>	<u>Amounts</u>	<u>with Budget</u> <u>Over/(Under)</u>
REVENUES				
Charges for services	\$ 30,000	\$ 30,000	\$ 26,594	\$ (3,406)
Interest earned	1,400	1,400	153	(1,247)
TOTAL REVENUES	<u>31,400</u>	<u>31,400</u>	<u>26,747</u>	<u>(4,653)</u>
EXPENDITURES				
<u>General government</u>				
Office supplies	1,000	1,000	826	(174)
Meetings and public notices	7,000	7,000	4,020	(2,980)
Per diems	6,600	6,600	4,950	(1,650)
Postage	6,500	6,500	3,911	(2,589)
Other services and charges				
Audit fees	2,500	2,500	2,500	-
Membership dues	700	700	550	(150)
Insurance	550	550	-	(550)
Payroll tax expense	700	700	378	(322)
Miscellaneous expenses	5,000	5,000	1,129	(3,871)
Bank service charges	300	300	305	5
TOTAL EXPENDITURES	<u>\$ 30,850</u>	<u>\$ 30,850</u>	<u>\$ 18,569</u>	<u>\$ (12,281)</u>

See Independent Auditor's Report on Supplementary Information.

SPECIAL REPORTS OF CERTIFIED PUBLIC ACCOUNTANTS

**Martin
and
Pellegrin**

103 Ramey Road
Houma, Louisiana 70360

*Certified Public Accountants
(A Professional Corporation)*

Ph. (985) 851-3638
Fax (985) 851-3951

**REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING AND ON
COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF FINANCIAL
STATEMENTS PERFORMED IN ACCORDANCE WITH
GOVERNMENT AUDITING STANDARDS**

To the Board of Commissioners
Houma-Terrebonne Regional Planning Commission
Houma, Louisiana

We have audited the financial statements of the Houma-Terrebonne Regional Planning Commission (the Commission), as of and for the year ended December 31, 2010, and have issued our report thereon dated April 20, 2011. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States.

Internal Control Over Financial Reporting

In planning and performing our audit, we considered the Commission's internal control over financial reporting as a basis for designing our auditing procedures for the purpose of expressing our opinion on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Commission's internal control over financial reporting. Accordingly, we do not express an opinion on the effectiveness of the Commission's internal control over financial reporting.

A deficiency in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct misstatements on a timely basis. *A material weakness* is a deficiency, or combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected on a timely basis.

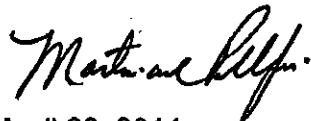
Our consideration of internal control over financial reporting was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control over financial reporting that might be deficiencies, significant deficiencies, or material weaknesses. We did not identify any deficiencies in internal control over financial reporting that we consider to be material weaknesses, as defined above.

To the Board of Commissioners
Houma-Terrebonne Regional Planning Commission
Terrebonne Parish Consolidated Government
Houma, Louisiana

Compliance and Other Matters

As part of obtaining reasonable assurance about whether the Commission's basic financial statements are free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit and, accordingly, we do not express such an opinion. The results of our tests disclosed an instance of noncompliance that is required to be reported under *Government Auditing Standards* and is described in the accompanying schedule of findings and responses as item 10-01.

The report is intended solely for the information of the Board of Commissioners, management, the reporting entity, and the Louisiana Legislative Auditor, and is not intended to be and should not be used by anyone other than these specified parties. Under Louisiana Revised Statute 24:513, this report is distributed by the Legislative Auditor as a public document.



April 20, 2011

**Houma-Terrebonne Regional Planning Commission
Terrebonne Parish Consolidated Government**

**Schedule of Findings and Responses
For the Year Ended December 31, 2010**

Section I – Summary of Auditor's Results

1. The auditor's report expresses an unqualified opinion on the financial statements of the Houma-Terrebonne Regional Planning Commission.
2. No significant control deficiencies were noted during the audit of the financial statements.
3. One instance of noncompliance (see finding 10-01), required to be reported in accordance with *Government Auditing Standards*, was disclosed during the audit.
4. A management letter was not issued.

Section II – Financial Statement Findings

Compliance

10-01

Statement of Condition: The Commission did not amend its budget when required during the year.

Criteria: Louisiana Revised Statutes 39:1310 and 1311 require governmental entities to adopt a budget amendment if there is a 5% unfavorable variance in revenues or expenditures.

Effect of Condition: The Commission was not in compliance with state budgetary law.

Cause of Condition: The management of the Commission did not make period comparisons of actual results to budgeted amounts, and, as such, was unaware of the unfavorable variance.

Recommendation: We recommend that the Commission adopt procedure that will enable it to comply with state budgetary law and amend its budget when required.

Section III – Internal Control Findings

No findings related to the Houma-Terrebonne Regional Planning Commission's internal control, which would be required to be reported in accordance with *Government Auditing Standards*, were noted during the audit.

Section IV – Findings and Questioned Costs – Major Federal Award Program Audit

This section is not applicable.

Houma-Terrebonne Regional Planning Commission
Terrebonne Parish Consolidated Government

Management's Corrective Action Plan for Current Year Findings
For the Year Ended December 31, 2010

The contact person for all corrective actions noted below is Ms. Jamie Elfert, Chief Financial Controller.

Section I – Internal Control and Compliance

No budget amendment

Condition: The Commission did not amend its budget during the year in accordance with state budgetary law.

Recommendation: We recommend that the Commission comply with state law and amend its budget when there is a 5% unfavorable variance in revenues or expenditures.

Planned Action: The Commission will implement the recommendation as detailed above.

Section II – Internal Control and Compliance Material to Federal Awards

This section is not applicable.

Section III – Management Letter

This section is not applicable.

**Houma-Terrebonne Regional Planning Commission
Terrebonne Parish Consolidated Government**

**Schedule of Prior Findings and Responses
For the Year Ended December 31, 2010**

Note: The prior findings relate to the December 31, 2009 audit engagement.

Section I – Internal Control and Compliance Material to the Financial Statements

This section is not applicable.

Section II – Internal Control and Compliance Material to Federal Awards

This section is not applicable.

Section III – Management Letter

This section is not applicable.